

Industry Curriculum Framework
Information Package

Hospitality

2008

Kitchen Operations

Current as at 31st July 2009

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3a Hospitality Checklist for Certificate II in Hospitality (Kitchen Operations) SIT20307

Resources/equipment

For page references for individual units of competency, refer to the lists provided under Approved Training Program – Hospitality (Commercial Cookery) and (Food and Beverage), commencing on page 6 of this document.

Please note: Alternate rows of list items are shaded as a visual aid only

| SITHIND001A Develop and update hospitality industry knowledge | Access On Site | Access Off Site* |
|--|---------------------------|-----------------------------|
| For assessment purposes MUST have sufficient access to: | | |
| <ul style="list-style-type: none"> appropriate computers, printers and communication technologies to facilitate the processes involved in sourcing industry information information sources to conduct research and collect sufficient information industry association membership information and codes of conduct and accreditation information plain English documents that describe key hospitality and general workplace legislation. | | |
| Information sources MUST include: <ul style="list-style-type: none"> different sectors and businesses of the hospitality industry, their interrelationships and the services available in each sector relationships between tourism and hospitality relationships between the hospitality industry and other industries, such as: <ul style="list-style-type: none"> entertainment food production wine production recreation meetings and events retail industry working conditions environmental issues and requirements industrial relations issues and major organisations career opportunities within the industry work ethic required to work in the industry industry expectations of staff quality assurance. | | |
| <i>*if access is Off Site provide details, eg locations, times etc</i> | | |

| SITXCOM001A Work with colleagues and customers | Access On Site | Access Off Site* |
|--|---------------------------|-----------------------------|
| For assessment purposes MUST have sufficient access to: | | |
| <ul style="list-style-type: none"> demonstration of communication skills through interaction with others project or work activities that allow the candidate to respond to multiple and varying customer service and communication situations relevant to the job role; for those undertaking generic pre employment training, project activities must cover a range of industry contexts to allow for a broad range of vocational outcomes. | | |
| <i>*if access is Off Site provide details, eg locations, times etc</i> | | |

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| <i>SITXCOM002A Work in a socially diverse environment</i> | <i>Access On Site</i> | <i>Access Off Site*</i> |
|---|---------------------------|-----------------------------|
| For assessment purposes MUST have sufficient access to: <ul style="list-style-type: none"> communication with colleagues and customers in a culturally sensitive manner while undertaking operational activities within a commercially realistic environment EEO and anti discrimination policies and any plain English information documents produced by government information agencies. | | |
| <i>*if access is Off Site provide details, eg locations, times etc</i> | | |

| <i>SITXENV001A Participate in environmentally sustainable work practices</i> | <i>Access On Site</i> | <i>Access Off Site*</i> |
|---|---------------------------|-----------------------------|
| For assessment purposes MUST have sufficient access to: <ul style="list-style-type: none"> project or work activities that show candidates' ability to participate in environmentally sustainable work practices within operationally-realistic service industry environments and within the context of the particular industry sector and business type in which they are working or seeking work current regulatory documents distributed by key federal, state or territory, and local government agencies such as plain English legislative publications industry codes, standards and accreditation scheme documentation that outline principles and practices for environmental sustainability and resource-efficient approaches organisational policies and procedures that relate to resource usage, measurement and reporting and general environmental sustainability practices. | | |
| <i>*if access is Off Site provide details, eg locations, times etc</i> | | |

| <i>SITXOHS001A Follow health, safety and security procedures</i> | <i>Access On Site</i> | <i>Access Off Site*</i> |
|--|---------------------------|-----------------------------|
| For assessment purposes MUST have sufficient access to: <ul style="list-style-type: none"> project or work activities that show candidates' ability to apply safe working practices within the context of the particular industry sector and job role in which they are working or seeking work; for those undertaking generic pre employment training, assessment must cover a range of industry contexts to allow for a broad range of vocational outcomes use of the current plain English regulatory documents distributed by the local OHS regulatory authority, any codes of practice and standards issued by regulatory authorities or industry groups, and OHS information and business management manuals issued by industry associations or commercial publishers use of current commercial policies and procedures and template documents used for the management of OHS practices. | | |
| <i>*if access is Off Site provide details, eg locations, times etc</i> | | |

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| <i>SITXOHS002A Follow workplace hygiene procedures</i> | Access On Site | Access Off Site* |
|---|---------------------------|-----------------------------|
| For assessment purposes MUST have sufficient access to: <ul style="list-style-type: none"> current regulatory documents distributed by key federal, state or territory, and local government agencies such as plain English legislative publications, codes and standards outlining food safety requirements hygiene policies and procedures project or work activities that show candidates' ability to apply good hygiene practices within the context of the particular industry sector in which they are working or seeking work; for those undertaking generic pre employment training, assessment must cover a range of industry contexts to allow for a broad range of vocational outcomes use of real products, materials and equipment. | | |
| <i>*if access is Off Site provide details, eg locations, times etc</i> | | |

Resources for compulsory units of competency in the Commercial Cookery stream

| <i>SITHCCC001A Organise and prepare food</i> | Access On Site | Access Off Site* |
|---|---------------------------|-----------------------------|
| For assessment purposes MUST have sufficient access to: <ul style="list-style-type: none"> industry realistic ratios of kitchen staff to customers normal operating conditions of a fully equipped commercial kitchen including industry current equipment. | | |
| Fixtures and large equipment <ul style="list-style-type: none"> stainless steel benches (1.5 m/person) or equivalent benches that comply with health department standards microwave salamander or other form of griller (one per 4 persons) commercial dishwasher bain marie or hot box double sink slicing machine commercial oven (1 per 2 persons) commercial refrigeration unit with shelving burners (2 burners per 1 person) freezer unit deep-fryer commercial mixer hot plate, grill or griddle food processor and accessories garbage area. | | |
| Small equipment <ul style="list-style-type: none"> appropriate cutlery and crockery storage facilities and containers for hot and cold storage colour-coded cutting boards, in material other than wood moulds and forms | | |

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| <i>SITHCCC001A Organise and prepare food</i> | <i>Access On Site</i> | <i>Access Off Site*</i> |
|---|-----------------------|-------------------------|
| <ul style="list-style-type: none"> • baking sheets and trays • assorted pans and frypans, including stainless steel, cast iron, iron and non-stick • assorted stainless steel mixing bowls • scales • sharpening steel and assorted cooks knives, including boning, utility, filleting, carving and bread • wooden spoons, scrapers and spatulas • serving spoons, ladles and measuring spoons • tongs and serving utensils • small utensils, including pastry brush, fruit corers, cooking thermometer, vegetable peelers and graters • whisks, including fine and coarse stainless steel wire • first aid kit and manual • ordering and docketing system • fire blanket and extinguishers • personal protective clothing, including cook's uniform and food handler's gloves. | | |
| <i>Cleaning materials and equipment</i> <ul style="list-style-type: none"> • detergents • tea towels • sponges, brushes and scourers • separate hand basin and soap dispenser • hand towel dispenser • garbage bins and bags • disinfectant. | | |
| <i>Equipment</i> may be mechanical or power driven and MUST include: <ul style="list-style-type: none"> • knives, cleavers and utensils • food processors, blenders and mixers • slicers • grills or salamanders • fryers • large fixed equipment, such as bains marie and fridges. | | |
| <i>Food items</i> to be prepared MUST include the use of: <ul style="list-style-type: none"> • dairy products, including milk, yoghurt, cheeses and alternatives, eg soy products • dry goods, such as flours, sugars, pastas and rice • standard fruit and vegetables • general food items such as sauces, condiments and flavourings, garnishes, coatings and batters • meat, seafood and poultry that may be fresh, frozen, preserved or pre prepared. | | |
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| <i>SITHCCC002A Present food</i> | Access On Site | Access Off Site* |
|--|---------------------------|-----------------------------|
| For assessment purposes MUST have sufficient access to: <ul style="list-style-type: none"> a range of equipment for presenting food, including: <ul style="list-style-type: none"> appropriate crockery and utensils for service food and beverage trays buffet table or unit (if displaying as buffet) buffet display items, such as platters display boards use of authentic menu items. | | |
| Demonstration of skills in a fully equipped operational commercial kitchen , including industry current equipment. Fixtures and large equipment <ul style="list-style-type: none"> stainless steel benches (1.5 m/person) or equivalent benches that comply with health department standards microwave salamander or other form of griller (one per 4 persons) commercial dishwasher bain marie or hot box double sink slicing machine commercial oven (1 per 2 persons) commercial refrigeration unit with shelving burners (2 burners per 1 person) freezer unit deep-fryer commercial mixer hot plate, grill or griddle food processor and accessories garbage area. | | |
| Small equipment <ul style="list-style-type: none"> appropriate cutlery and crockery storage facilities and containers for hot and cold storage colour-coded cutting boards, in material other than wood moulds and forms baking sheets and trays assorted pans and frypans, including stainless steel, cast iron, iron and non-stick assorted stainless steel mixing bowls scales sharpening steel and assorted cooks knives, including boning, utility, filleting, carving and bread wooden spoons, scrapers and spatulas serving spoons, ladles and measuring spoons tongs and serving utensils small utensils, including pastry brush, fruit corers, cooking thermometer, vegetable peelers and graters whisks, including fine and coarse stainless steel wire first aid kit and manual ordering and docketing system | | |

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| <i>SITHCCC002A Present food</i> | Access On Site | Access Off Site* |
|--|---------------------------|-----------------------------|
| <ul style="list-style-type: none"> • fire blanket and extinguishers • personal protective clothing, including cook's uniform and food handler's gloves. | | |
| <i>Cleaning materials and equipment</i> <ul style="list-style-type: none"> • detergents • tea towels • sponges, brushes and scourers • separate hand basin and soap dispenser • hand towel dispenser • garbage bins and bags • disinfectant. | | |
| <i>Foods</i> MUST have access to the resources/equipment necessary to demonstrate plating, presentation and serving of the following: <ul style="list-style-type: none"> • entrees • main courses • desserts • soups • sandwiches • breakfast items • canapés and appetisers. | | |
| <i>*if access is Off Site provide details, eg locations, times etc</i> | | |

| <i>SITHCCC004A Clean and maintain kitchen premises</i> | Access On Site | Access Off Site* |
|--|---------------------------|-----------------------------|
| For assessment purposes MUST have sufficient access to: <ul style="list-style-type: none"> • various surfaces for cleaning • appropriate chemicals and material safety data sheets (MSDS) • pest control products • mops, brooms and brushes • cloths, swabs and plastic bucket • personal protective equipment, such as gloves, goggles, face masks and rubber aprons • waste sink for mops • use of appropriate cleaning materials and equipment for kitchen areas. | | |
| Demonstration of skills in a fully equipped operational commercial kitchen and kitchen storage area | | |
| <i>Fixtures and large equipment</i> <ul style="list-style-type: none"> • stainless steel benches (1.5 m/person) or equivalent benches that comply with health department standards • microwave • salamander or other form of griller (one per 4 persons) • commercial dishwasher • bain marie or hot box • double sink • slicing machine • commercial oven (1 per 2 persons) • commercial refrigeration unit with shelving • burners (2 burners per 1 person) | | |

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| <i>SITHCCC004A Clean and maintain kitchen premises</i> | Access On Site | Access Off Site* |
|--|---------------------------|-----------------------------|
| <ul style="list-style-type: none"> freezer unit deep-fryer commercial mixer hot plate, grill or griddle food processor and accessories garbage area. | | |
| Small equipment <ul style="list-style-type: none"> appropriate cutlery and crockery storage facilities and containers for hot and cold storage colour-coded cutting boards, in material other than wood moulds and forms baking sheets and trays assorted pans and frypans, including stainless steel, cast iron, iron and non stick assorted stainless steel mixing bowls scales sharpening steel and assorted cooks knives, including boning, utility, filleting, carving and bread wooden spoons, scrapers and spatulas serving spoons, ladles and measuring spoons tongs and serving utensils small utensils, including pastry brush, fruit corers, cooking thermometer, vegetable peelers and graters. whisks, including fine and coarse stainless steel wire first aid kit and manual ordering and docketing system fire blanket and extinguishers personal protective clothing, including cook's uniform and food handler's gloves | | |
| Cleaning materials and equipment <ul style="list-style-type: none"> detergents tea towels sponges, brushes and scourers separate hand basin and soap dispenser hand towel dispenser garbage bins and bags disinfectant. temperature probe/thermometer cleaning materials and separate storage | | |
| Kitchen storage area <ul style="list-style-type: none"> designated storage areas (dry and dairy) nominated delivery area scales, including scales for weighing large quantities freezer appropriate recording systems, such as colour-coded food labels storage trays and equipment suitable storage shelves scissors or secateurs lifting and transporting equipment, such as trolleys. | | |

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| SITHCCC004A Clean and maintain kitchen premises | | Access On Site | Access Off Site* |
|--|---|---------------------------|-----------------------------|
| Equipment | to be cleaned and sanitised MUST include: <ul style="list-style-type: none"> • crockery • glassware • cutlery • utensils • pots, pans and dishes • containers • chopping boards • garbage bins | | |
| Surfaces | MUST have access to resources/equipment needed to clean the following surfaces: <ul style="list-style-type: none"> • walls • floors • shelves • benches and working surfaces • ovens, stoves, cooking equipment and appliances • fridges, freezers and coolrooms • storerooms and cupboards • extraction fans. | | |
| <i>*if access is Off Site provide details, eg locations, times etc</i> | | | |

| SITHCCC005A Use basic methods of cookery | | Access On Site | Access Off Site* |
|---|--|---------------------------|-----------------------------|
| For assessment purposes MUST have sufficient access to: <ul style="list-style-type: none"> • commodities from the major food groups, including different menus and food items that enable demonstration of cookery methods • appropriate utensils, cutlery and equipment to undertake the full range of basic cookery methods, including poaching, stewing, braising, roasting, deep and shallow frying, boiling, atmospheric and pressure steaming, grilling and baking • use of authentic ingredients. | | | |
| Demonstration of skills in a fully equipped operational commercial kitchen , including industry current equipment. | | | |
| Fixtures and large equipment <ul style="list-style-type: none"> • stainless steel benches (1.5 m/person) or equivalent benches that comply with health department standards • microwave • salamander or other form of griller (one per 4 persons) • commercial dishwasher • bain marie or hot box • double sink • slicing machine • commercial oven (1 per 2 persons) • commercial refrigeration unit with shelving • burners (2 burners per 1 person) • freezer unit • deep-fryer | | | |

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| <i>SITHCCC005A Use basic methods of cookery</i> | Access On Site | Access Off Site* |
|---|---------------------------|-----------------------------|
| <ul style="list-style-type: none"> commercial mixer hot plate, grill or griddle food processor and accessories garbage area. | | |
| Small equipment <ul style="list-style-type: none"> appropriate cutlery and crockery storage facilities and containers for hot and cold storage colour-coded cutting boards, in material other than wood moulds and forms baking sheets and trays assorted pans and frypans, including stainless steel, cast iron, iron and non-stick assorted stainless steel mixing bowls scales sharpening steel and assorted cooks knives, including boning, utility, filleting, carving and bread wooden spoons, scrapers and spatulas serving spoons, ladles and measuring spoons tongs and serving utensils small utensils, including pastry brush, fruit corers, cooking thermometer vegetable peelers and graters whisks, including fine and coarse stainless steel wire. first aid kit and manual ordering and docketing system fire blanket and extinguishers personal protective clothing, including cook's uniform and food handler's gloves. | | |
| Cleaning materials and equipment <ul style="list-style-type: none"> detergents tea towels sponges, brushes and scourers separate hand basin and soap dispenser hand towel dispenser garbage bins and bags disinfectant. | | |
| Cookery methods <p>MUST have access to resources/equipment necessary to undertake the following required methods of cookery:</p> <ul style="list-style-type: none"> boiling poaching steaming stewing braising roasting baking grilling shallow frying deep-frying stir-frying pan-frying | | |

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| <i>SITHCCC005A Use basic methods of cookery</i> | <i>Access On Site</i> | <i>Access Off Site*</i> |
|---|---------------------------|-----------------------------|
| <p>Commodities Dishes to be prepared must use a range of commonly found commodities including:</p> <ul style="list-style-type: none"> dairy products, such as milk, butter, yoghurt, cheeses and alternatives dry goods, such as flours, sugars, pastas and rice standard fruit and vegetables eggs meat, seafood and poultry, which may be fresh, frozen, preserved or pre prepared, and may also include meat products such as standard cuts, sausages, hams, salami and other meat products general food items, such as oils, sauces, condiments and flavourings, garnishes, coatings and batters. | | |
| <i>*if access is Off Site provide details, eg locations, times etc</i> | | |

| <i>SITXFSA001A Implement food safety procedures</i> | <i>Access On Site</i> | <i>Access Off Site*</i> |
|--|---------------------------|-----------------------------|
| <p>For assessment purposes MUST have sufficient access to:</p> <ul style="list-style-type: none"> current regulatory documents distributed by key federal, state or territory, and local government agencies, such as plain English legislative publications, and codes and standards outlining food safety requirements a food safety program inclusive of policies and procedures real ingredients and food items <p>Demonstration of skills within a fully equipped industry realistic food preparation environment:</p> | | |
| <p>Fixtures and large equipment</p> <ul style="list-style-type: none"> stainless steel benches (1.5 m/person) or equivalent benches that comply with health department standards burner griller slicing machine sink refrigeration unit with shelving storage facilities | | |
| <p>Small equipment</p> <ul style="list-style-type: none"> assorted pots and pans sharpening steel and assorted cook's knives, including utility and bread small utensils, including fruit corers, vegetable peelers and graters sandwich cutting templates and guides appropriate receptacles for presentation and display purposes platters, boards and trolley for presentation where required tongs and serving utensils colour-coded cutting boards in a material other than wood can opener cling film and aluminium foil packaging materials containers for hot and cold storage appropriate crockery ordering/docketing system | | |

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| <i>SITXFSA001A Implement food safety procedures</i> | <i>Access On Site</i> | <i>Access Off Site*</i> |
|--|---------------------------|-----------------------------|
| <ul style="list-style-type: none"> personal protective clothing, including food handler's gloves. | | |
| <i>Cleaning materials and equipment:</i> <ul style="list-style-type: none"> garbage bins and bags sponges, brushes and scourers hand towel dispenser disinfectant and detergents separate hand basin and soap dispenser. | | |
| <i>*if access is Off Site provide details, eg locations, times etc</i> | | |

| <i>SITHCCC003A Receive and store kitchen supplies</i> | <i>Access On Site</i> | <i>Access Off Site*</i> |
|---|---------------------------|-----------------------------|
| For assessment purposes MUST have sufficient access to: <ul style="list-style-type: none"> a range of perishable and non perishable supplies. Demonstration of skills in a fully equipped kitchen storage area: <ul style="list-style-type: none"> designated storage areas (dry and dairy) nominated delivery area scales, including scales for weighing large quantities temperature probe/thermometer cleaning materials and separate storage freezer appropriate recording systems, such as colour-coded food labels storage trays and equipment suitable storage shelves scissors or secateurs lifting and transporting equipment, such as trolleys. | | |
| <i>Supplies</i> MUST include: <ul style="list-style-type: none"> food, including dry goods, dairy products, meat and seafood, poultry, fruit and vegetables and frozen goods. | | |
| <i>Variations and discrepancies</i> MUST have access to resources/equipment that enable the demonstration of variations and discrepancies including: <ul style="list-style-type: none"> rejection of food that is likely to be contaminated, for example, it is at the incorrect temperature (food that is intended to be frozen but has thawed, or cold food that is in the temperature danger zone) packaged food that is exposed through damaged packaging incorrect quantities, amounts or weights wrong product. | | |
| <i>*if access is Off Site provide details, eg locations, times etc</i> | | |

| <i>SITHCCC006A Prepare appetizers and salads</i> | <i>Access On Site</i> | <i>Access Off Site*</i> |
|--|---------------------------|-----------------------------|
| For assessment purposes MUST have sufficient access to: <ul style="list-style-type: none"> a variety of suitable ingredients for appetisers and salads industry-realistic ratios of kitchen staff to customers. | | |

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